

Meeting Date: 9/16/08

Santa Clara



# AGENDA REPORT

City of Santa Clara, California

Agenda Item #

1B-2



**DATE:** August 25, 2008

**TO:** City Manager for Council Action

**FROM:** Director of Finance

**SUBJECT:** Approval of Amendment No. 2 to the Agreement with Moreland Temporary Services, a division of Macias, Gini & O'Connell, LLP

## **EXECUTIVE SUMMARY:**

In February 2008, the City contracted with Moreland Temporary Services, a division of Macias, Gini & O'Connell, LLP, for professional staffing to temporarily fill a vacant division manager position. Moreland Temporary Services will provide professional staffing services to support the Finance Department, especially the Budget and Treasury Division.

Staff is requesting approval of Amendment No. 2 to extend the contract from June 30, 2008 through March 31, 2009, or earlier if the work is completed. In addition, the contract amendment will authorize the City to reimburse the consultant for mileage to and from City Hall. A copy of Amendment No. 2 is in the Council Offices for review.

## **ADVANTAGES AND DISADVANTAGES OF ISSUE:**

Professional assistance to supplement City Staff during a period of transition will help to continue the high level of services, while recruitments for new management level employees are conducted. There are no disadvantages.

## **ECONOMIC/FISCAL IMPACT:**

Amendment No. 1 increased the contract by \$60,000.00 for a total cost for Moreland Temporary Services under this contract not to exceed \$110,000 and also extended the contract period through June 30, 2008. Funds were available in the departmental budget for the remainder of the fiscal year 2007-08 in the Contractual Services account (001-33xx-87870). Amendment No. 2 will extend the contract through March 31, 2009 and will authorize the City to reimburse the consultant for mileage. Remaining funds of \$32,000 are available in the departmental budget for the extended contract period.

**RECOMMENDATION:**

That the Council approve and authorize the City Manager to execute Amendment No. 2 to the Agreement with Moreland Temporary Services to extend the contract to March 31, 2009 and to reimburse the consultant for mileage.



Mary Ann Parrot  
Director of Finance

Certified as to Availability of Funds:  
001-33xx-87870      \$32,000.00



Mary Ann Parrot  
Director of Finance

APPROVED:



Jennifer Sparacino  
City Manager

***Documents Related to this Report:***

- 1) Amendment No. 2 to the Agreement*
- 2) Exhibit B to the Agreement*

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CITY OF SANTA CLARA  
AGENDA MATERIAL ROUTE SHEET

SUBJECT: Amendment #2 to Agreement with Macias, Gini, +  
O'Connell, LLP, (formerly Moreland & Associates, Inc.) Council Date: 9-16-08

CERTIFICATION

The proposed Amendment #2  
Regarding extension of original Agreement + pay for mileage  
has been reviewed and is hereby certified.

PUBLICATION REQUIRED:

The attached Notice/Resolution/Ordinance is to be published \_\_\_\_\_ time(s) at least \_\_\_\_\_ days before the scheduled meeting/public hearing/bid opening/etc., which is scheduled for \_\_\_\_\_, 200\_\_.

AUTHORITY SOURCE FOR PUBLICATION REQUIREMENT:

**Federal Codes:**

Title \_\_\_\_\_ U.S.C. § \_\_\_\_\_  
(Titles run 1 through 50)

**California Codes:**

Code \_\_\_\_\_ § \_\_\_\_\_  
(i.e., Government, Street and Highway, Public Resources)

**Federal Regulations:**

Title \_\_\_\_\_ C.F.R. § \_\_\_\_\_  
(Titles run 1 through 50)

**California Regulations:**

Title \_\_\_\_\_ California Code of Regulations § \_\_\_\_\_  
(Titles run 1 through 28)

**City**

City Charter § \_\_\_\_\_ (i.e., 1310. Public Works Contracts. Notice published at least once at least ten days before bid opening)

City Code § \_\_\_\_\_

1. As to City Functions, by

MARULL  
Department Head

2. As to Legality, by

Merattie  
City Attorney's Office

3. As to Environmental  
Impact Requirements, by

N/A  
Director of Planning and Inspection

4. As to Substance, by

J. Sparacino  
City Manager

Revision Date June 7, 2005